

NWSSB

[Northwest Senior Services Board]

ADVANCE MEETING MATERIALS

MAY 10, 2022

VIRTUAL MEETING

1:00 – 3:30PM

Northwest Regional Council
600 Lakeway Drive
Bellingham, WA 98225
360.676.6749



NWSSB VIRTUAL MEETING INFORMATION

Northwest Senior Services Board

Tue, May 10, 2022, 1:00 PM - 3:30 PM

Please join the meeting from your computer, tablet or smartphone.

Join Zoom Meeting

<https://us06web.zoom.us/j/88618564882?pwd=MlBpcXlVNFISKzZHZDdaUFpGVGNmUT09>

Meeting ID: 886 1856 4882

Passcode: 906484

To Join by Phone

+1 253 215 8782 US (Tacoma)

Meeting ID: 886 1856 4882



May 3, 2022

Dear Northwest Senior Services Board Members:

Our next meeting of the NWSSB will be held virtually on **Tuesday, May 10th from 1:00 to 3:30 pm. Please see the enclosed instructions to connect to Zoom via your computer or phone.**

The agenda for the meeting includes:

- welcome and introductions;
- an overview of the new NWRC website;
- creating NWSSB committees; and
- agency, COVID, and legislative updates.

Please review the enclosed materials as your perspectives and thoughts are a key part of the process. If you are unable to attend the meeting, please notify Elizabeth Anderson on our staff. If you have trouble connecting to the meeting, please contact our administrative staff for technical assistance at 360-676-6749.

Sincerely,

DocuSigned by:

Amanda McDade

650ED08A69B94BD

Amanda McDade

Executive Director

Enclosures

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NORTHWEST SENIOR SERVICES BOARD

Date: May 10, 2022

Time: 1:00pm – 3:30pm

Location: Virtual Meeting (Zoom)

Agenda

Time	Topic	Pages	Action Required
1:00-1:05	Regular Meeting Call to Order Barbara Pesola, Chair <ul style="list-style-type: none"> • Introduction of Guests • Roll Call • Review of March Minutes • Announcements • Public Comments 	4-6	Motion
1:05-1:50	Communications Project Update: website Elizabeth Anderson	8-12	Discussion
1:50-2:00	Break		
2:00-2:30	Discussion Amanda McDade <ul style="list-style-type: none"> • Forming NWSSB Committees 		Information
2:30-2:50	Agency & Legislative Updates Amanda McDade <ul style="list-style-type: none"> • Agency • COVID • Legislative & Advocacy 	13-16	Information
2:50-2:55	State Council on Aging Update (SCOA) Georgiann Dustin	Verbal	Information
2:55-3:05	Updates from Our Communities Members	Verbal	Discussion
3:30	Adjourn	Verbal	Motion

Upcoming Northwest Senior Services Board Meetings and Events:

July 12, 2022	Regular Meeting	TBD
September 13, 2022	Regular Meeting	TBD
October 19-20, 2022	Fall Gathering and Conference	TBD
November 8, 2022	Regular Meeting	TBD

Upcoming Northwest Regional Council Meetings:

April 21, 2022	Governing Board Meeting	TBD
July 28, 2022	Governing Board Meeting	TBD
December 8, 2022	Governing Board Meeting	TBD

Anyone needing special accommodations to participate in a meeting should contact NWRC at least 48 hours in advance of the scheduled meeting.

For more information, please contact NWRC at 360-676-6749 or 1-800-585-6749, 600 Lakeway Drive, Bellingham WA 98225.

Northwest Senior Services Board Meeting Minutes

March 8, 2022

Members Present In-Person: None

Members Present via Zoom or Telephonically: Carl Bender, Georgiann Dustin, Jana Finkbonner, Shirley Forslof, Wendy Gilbert, Alberta Horn, Mary Kanter, Kathleen O'Connor, Barb Pesola, George Edward, Jennifer Lautenbach, Shirley Bennett, Denise Irely, Marshall Gartenlaub, Stephen Shubert, Anna Ankrum, Tasker Robinette

Members Absent: Doug Cornelsen, Bob Monize, Jodi Sipes

Staff Present Zoom or Telephonically: Amanda McDade, Elizabeth Anderson, Kate Massey, Kelsey Wood, Darla Smith,

Call to Order (Barb Pesola) at 1:02 PM

Zoom Meeting Reminders

Guests: None

Roll Call

Review of January Minutes:

Motion put forward by the Board President, Barb Pesola to accept the minutes from the January 11, 2022, meeting. Request was made under "Updates From our Communities" to change "Island County" to "San Juan County" to thank them for their programming.

Motion was made to approve the January 11, 2022, meeting minutes with noted changes by: Shirley Forslof Seconded: Georgiann Dustin Result: Approved

Announcements: None

Public Comment: None

Presentation: Dementia Support Program

Kate Massey & Kelsey Wood, NWRC Program Specialists provided an overview of the Dementia Support Program at NWRC. The presentation included an overview of possible signs of Dementia, disease process, prevalence, and financial impact. In 2021 the Building Dementia Capable Communities Program was designed with the goals to support people, families, and caregivers impacted by Dementia, promote efforts to build Dementia friendly communities and help people with Dementia stay at home.

The Dementia Support Program at NWRC provides Dementia education and resources to the community, supports people with Dementia and their caregivers obtain legal advice and advance care planning, increases availability of STAR-C service, offers culturally tailored Dementia education and support, and increases opportunities for people in early dementia and their caregivers to engage in the community. Additional resources include: [Dementia Road Map](#), [Dementia Legal Planning Toolkit](#)

Board Members can help by referring people to NWRC Aging and Disability Services, sharing resource materials, identifying local champions (people who will help spread the word), promote Dementia events, advocate for funding, and by becoming a "[Dementia Friend](#)".

Discussion included: Services are not income driven. If someone would like to organize training for their community reach out to NWRC. People do not need a case worker to receive information or resources that NWRC has available. The Board felt that NWRC is not widely known out in the community. Board members can help spread the word in their communities and with local healthcare providers.

Break for 10 minutes

1:05 – 1:50

Agency Update

Amanda McDade

- **NWSSB**

At the January meeting the Board discussed how to be more involved, primary interests, and potentially beneficial committees. It was suggested the Board may want to split into sub-committees to do more focused work. There were 3 sub-committees suggested:

- Advocacy (Barbara Pesola, Denise Irey expressed interest)
- Community engagement (Jennifer Lautenbach, George Edward, Marshall Gartenlaub expressed interest)
- New programs/Contracts/Funding (Carl Bender, Wendy Gilbert, Stephenshubert, Jana Finkbonner expressed interest)

There was discussion about the expectations and that the sub-committees would develop their own goals. Sub-committees would meet during the second half of the NWSSB Board meetings. There was interest in being able to switch between sub-committees. The sub-committees will need a secretary to take minutes. A request was made to put current action items on the agendas. Sub-committees will be launched at the next Board meeting.

- **Staffing**

NWRC has experienced some turnover and has noted that it is currently an employee's market. We have just filled 5 vacancies and have a Board meeting later in the week to discuss potential changes to the Care Director position. NWRC is looking at ways to attract and retain nurses who want to work for the Jail Health Program.

- **COVID -**

All 4 counties are now considered low risk. While most employees are currently working from home, we are planning for a future hybrid work environment.

- **Legislative & Advocacy**

It appears that the Case Management Act will provide some additional funding. The Hospital Transitions program will have funding approved however we are unsure of the amount. The

personal needs allowance has been raised significantly, which should allow more people to get the care they need (Washington State was one of the lowest states for the PNI). The budget should be finalized March 10th.

- May meeting
There was discussion about the format of the next NWSSB meeting. It was determined a SurveyMonkey will be sent out to determine Board Member preference for in person, Zoom or hybrid meeting.

State Council on Aging Update (SCOA)

Georgiann Dustin stated last month there was a recorded COVID panel discussion. She will send the YouTube link to Elizabeth Anderson to share with the group and highly recommends watching the discussion as it was very informative. The next panel discussion will be on fraud. The SCOA Board will be sending the NWSSB Board a letter in May on the Long-Term Care Act.

Updates From Our Communities:

The [IslandRides](#) program is going well. The grant funded program just upgraded two electric cars and has many of volunteers.

[Lynden Hop](#) is now available and providing transportation options for those in the Lynden area.

Adjourn:

Barb Pesola: Motion put forward that there being no further business this meeting is adjourned.

Motion made by: Shirley Forslof Seconded: Carl Bender Result: Approved

The meeting adjourned at 2:51 pm

Darla Smith, Office Supervisor

Reviewed and approved by the Northwest Senior Services Board at the March 8, 2022, meeting.

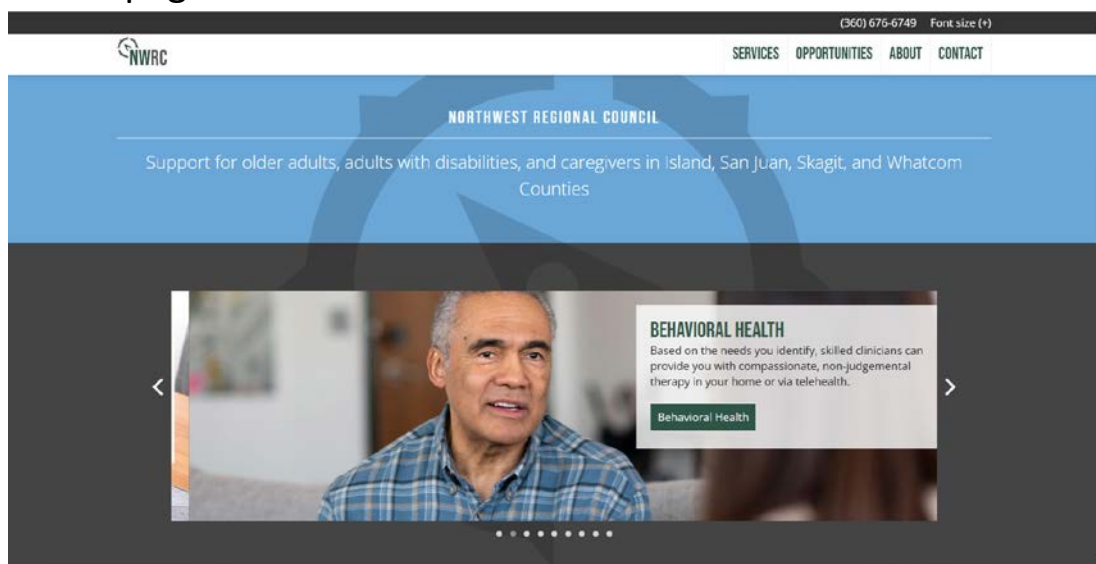
Barbara Pesola, NWSSB Chair

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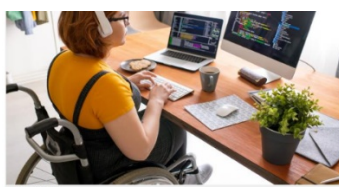
Updated NWRC Website



The **Home** page of the new NWRC website.



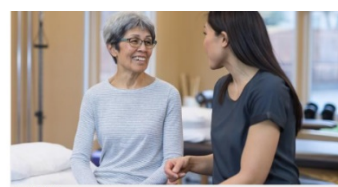
Scrolling down displays more information, linking to webpages with further details on each of the services.



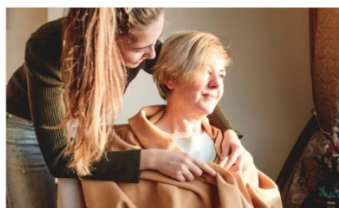
Aging & Disability



Behavioral Health



Care Coordinator



Dementia Support



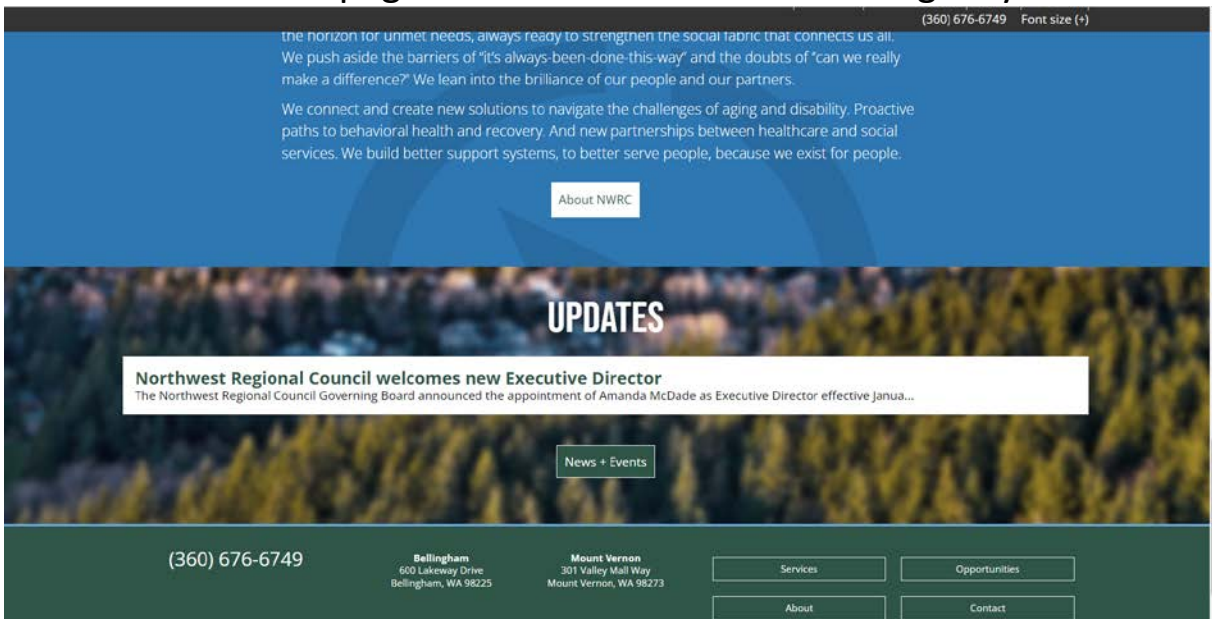
Family Caregiver Support



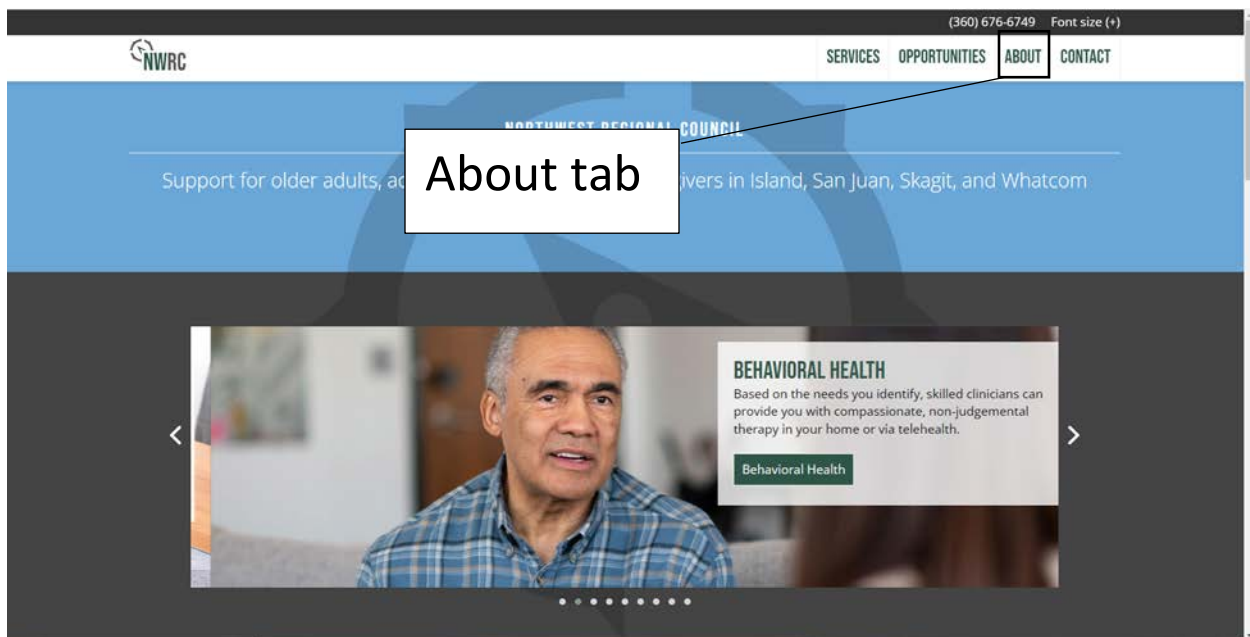
In Home Care



The bottom of each page has information about the agency itself

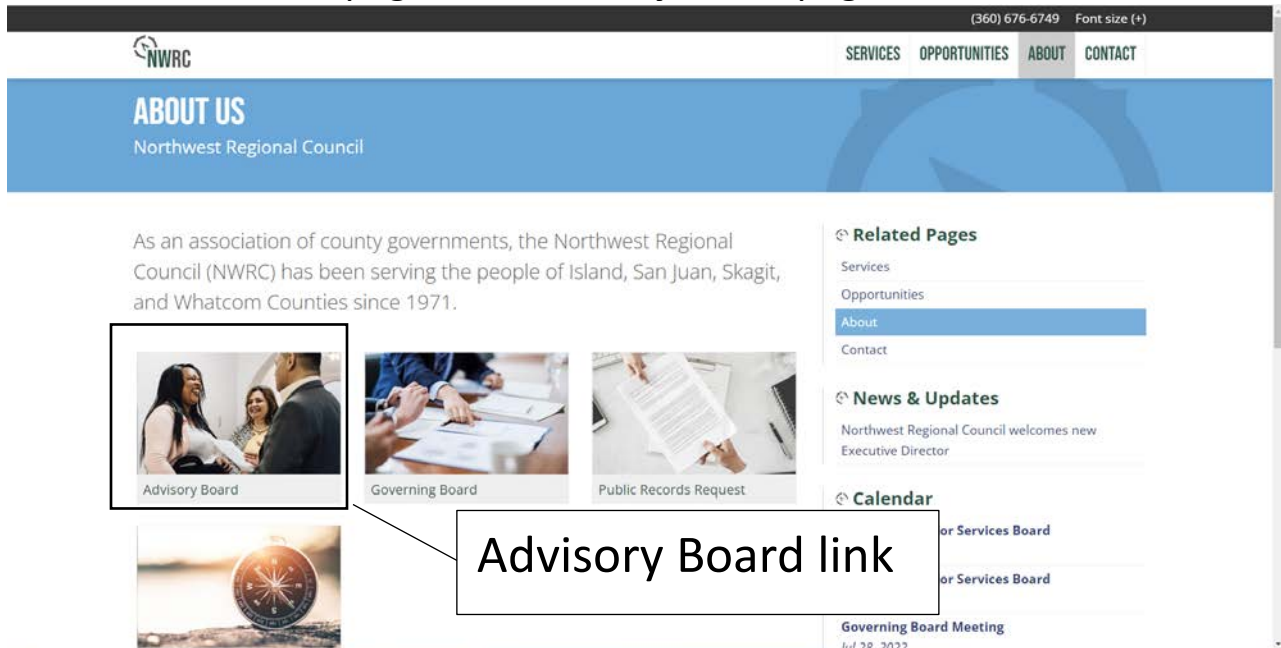


Reaching the Senior Services Advisory Board

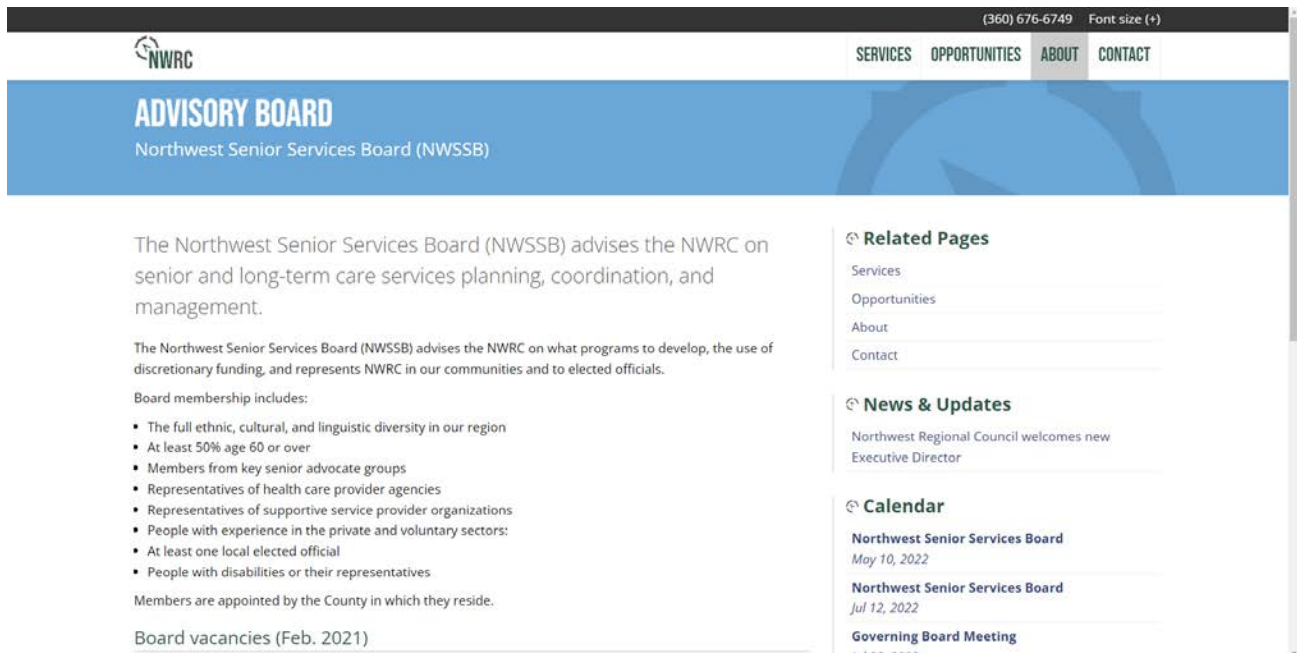


The **About** tab on the top bar of the website links to the **About Us** page.

From the About Us page, the **Advisory Board** page can be found.



The Advisory Board page with an overview and other information.



This is where you can find information about the Advisory Board and upcoming meeting packets and links to other news and updates.

NWRC Governing Board and Documents

From the About Us page, the **Governing Board** page can be found, much like the Advisory Board page.

GOVERNING BOARD
Representatives from from Island, San Juan, Skagit, and Whatcom Counties

Northwest Regional Council (NWRC) is governed by a board of directors that is composed of two elected officials from Island, San Juan, Skagit, and Whatcom Counties.

Governing Board Resolutions

Past Governing Board Meetings

Governing Board Members

Island County

- Commissioner Melanie Bacon, (360) 679-7354

Related Pages

- Services
- Opportunities
- About
- Contact

News & Updates

Northwest Regional Council welcomes new Executive Director

Calendar

- Northwest Senior Services Board**
May 10, 2022
- Northwest Senior Services Board**
Jul 12, 2022
- Governing Board Meeting**
Jul 28, 2022

Scrolling down the NWRC Governing Board page, you will find information packets for the upcoming meetings.

(360) 676-6749 Font size (+)

Councilmember Cindy Wolf, (360) 370-7474

Skagit County

- Commissioner Ron Wesen, (360) 416-1300
- Commissioner Peter Browning, (360) 416-1300

Whatcom County

- Councilmember Kathy Kershner, (360) 220-7535
- County Executive Satpal Sidhu, Chair, (360) 778-5200

***Cancelled* April 21, 2022 Governing Board Meeting**

This meeting has been cancelled.

April, 21, 2022 Board Packet

Board Packet Link

July 28, 2022

This may be a virtual or in-person meeting. More details will be posted by July 25, 2022.

December 8, 2022 Governing Board Meeting

This may be a virtual or in-person meeting. More details will be posted by December 5, 2022.

(360) 676-6749

Bellingham
600 Lakeway Drive
Bellingham, WA 98225

Mount Vernon
301 Valley Mall Way
Mount Vernon, WA 98273

Services Opportunities
About Contact

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There are also documents from past NWRC Governing Board meetings.

<div> <div> </div> <div> <div>(360) 676-6749</div> <div>Font size (+)</div> </div> </div> <div>SERVICES OPPORTUNITIES ABOUT CONTACT</div> <div>PAST GOVERNING BOARD MEETINGS</div>				
DATE	FORMAT	AGENDA	MINUTES	PACKET
Friday, April 22, 2022 @ 10:00 AM	Online only			
Thursday, March 10, 2022 @ 10:00 AM	Online only			
Thursday, January 06, 2022 @ 1:00 PM	Online only			
Tuesday, December 28, 2021 @ 10:00 AM	Online only			
Monday, December 13, 2021 @ 12:30 PM	Online only			
Thursday, December 09, 2021 @ 10:00 AM	In person and online			
Thursday, July 22, 2021 @ 10:00 AM	Online only			
Thursday, April 22, 2021 @ 10:00 AM	Online only			
Friday, December 18, 2020 @ 10:00 AM	Online only			
Thursday, December 10, 2020 @ 10:00 AM	Online only			
Thursday, July 23, 2020 @ 10:00 AM	Online only			
Thursday, April 23, 2020 @ 10:00 AM	Online only			
Thursday, December 05, 2019 @ 10:00 AM	In person only			
Thursday, July 18, 2019 @ 1:00 PM	In person only			
Thursday, April 18, 2019 @ 10:00 AM	In person only			

The **Contact** page has basic contact and email information.



Hours

Monday – Friday
8:30 am – 4:30 pm

Telephone

(360) 676-6749 - local
(800) 585-6749 - toll-free from Western WA only
(360) 738-2451 - fax

Bellingham

600 Lakeway Drive
Bellingham, WA 98225

Mount Vernon

301 Valley Mail Way
Mount Vernon, WA 98273

Connect

County...	▼	First name
Subject...	▼	Last name
Comments...		Email
		Phone
		Preferred contact method:
		<input type="radio"/> Email
		<input type="radio"/> Phone
SEND		

New Tag Line: Human services with **you** at the center



Innovation in human services starts with believing that everyone matters. At our core, we care. So, we listen.

We craft plans around each person's individuality and strength. We respect, we support, we collaborate. When we move at the speed of trust, people feel valued, and we get results. We scan the horizon for unmet needs, always ready to strengthen the social fabric that connects us all. We push aside the barriers of "it's always-been-done-this-way" and the doubts of "can we really make a difference?" We lean into the brilliance of our people and our partners.

We connect and create new solutions to navigate the challenges of aging and disability. Proactive paths to behavioral health and recovery. And new partnerships between healthcare and social services. We build better support systems, to better serve people, because we exist for people.

Northwest Senior Services Board Committees

Advocacy

Barbara Pesola

Denise Irely

Mary Kanter (either option)

Stephen Shubert

Community Engagement & Information

Alberta Horn

George Edward

Jennifer Lautenbach

Marshall Gartenlaub

Mary Kanter (either option)

New Programs & Funding

Carl Bender

Douglas Cornelsen

Jana Finkbonner

Wendy Gilbert

Undecided

Anna Ankrum

Bob Monize (any)

Georgiann Dustin

Jodi Sipes

Kathleen O'Connor (any)

Shirley Bennett

Shirley Forslof



Memorandum

To: Northwest Regional Council Governing Board
From: Amanda McDade, Executive Director
Date: April 21, 2022
Subject: January through December 2021 Budget to Actual Report

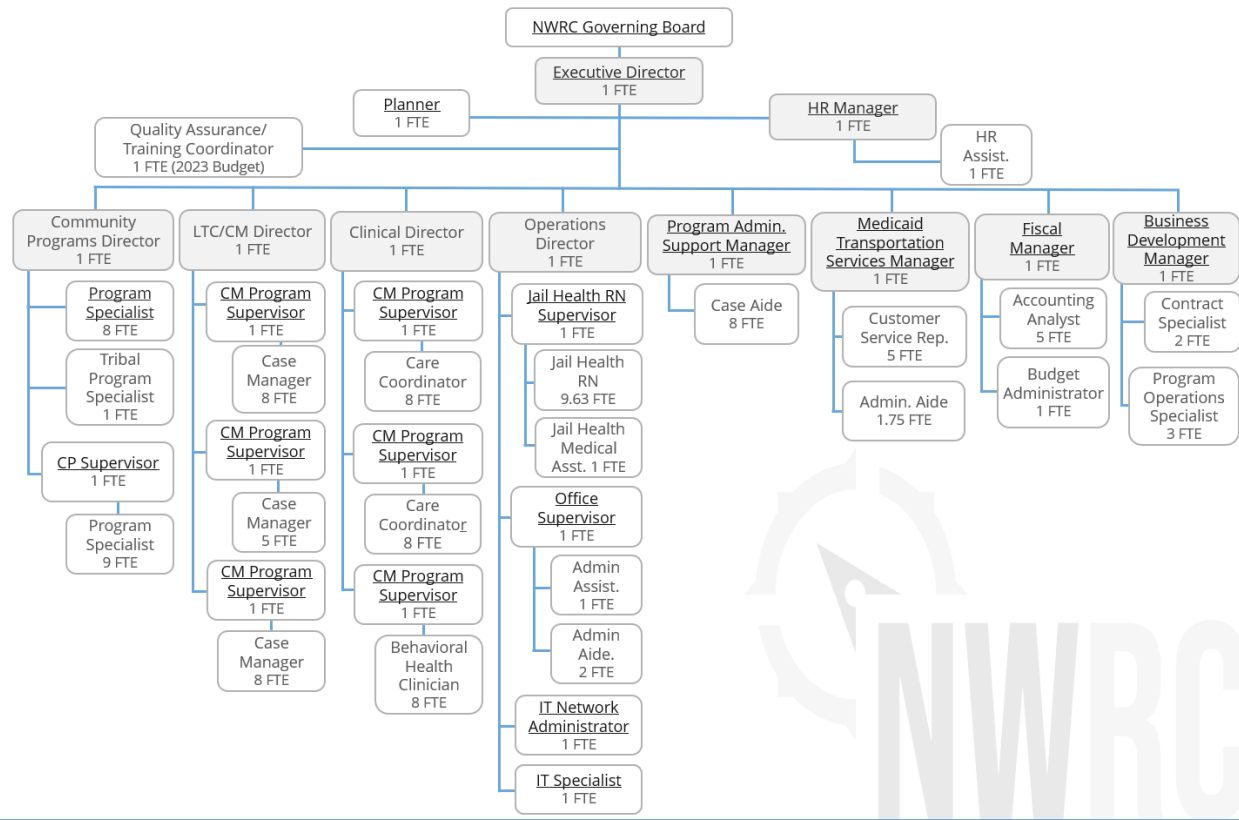
We are pleased to present you with the Budget to Actual Reports for the period of January through December 2021. The year revenues came in at 98% of the budgeted projection and total expenses were at 96%.

Please let me know if you have questions.

Proposed Motion: The Northwest Regional Council approves the January through December 2022 Budget to Actual Report.

	NORTHWEST REGIONAL COUNCIL	TOTAL		
	BUDGET TO ACTUAL REPORT (ACCRUAL BASIS)	2021	% of Year	100%
	JANUARY - DECEMBER 2021	Revised	Actual	% of Budget
Funding				
1	DSHS - ALTSA - TXIX Medicaid	4,743,733	4,875,047	103%
2	DSHS - ALTSA - All Other	4,955,417	4,711,417	95%
3	Disaster Relief Funding - COVID	1,289,919	1,161,903	90%
4	Health Care Authority	8,105,134	8,124,783	100%
5	Local Funds	123,628	127,495	103%
6	Other Contracted	3,453,757	3,273,003	95%
Subtotal Current Year Funding		22,671,588	22,273,648	98%
7	Use of Fund Balance Reserves	424,923	327,759	77%
Subtotal Funding (including reserves)		23,096,511	22,601,407	98%
Operating Expenditures				
8	Salaries & Wages	7,603,742	7,457,653	98%
9	Taxes & Benefits	3,405,970	3,228,477	95%
Total Personnel		11,009,712	10,686,130	97%
10	Office/Operating Supplies	83,107	33,100	40%
11	Small Tools/Capital Equipment	52,137	61,064	117%
12	Professional Services	661,002	614,660	93%
13	Communication	259,266	202,582	78%
14	Travel	219,468	45,806	21%
15	Occupancy/Insurance	577,529	494,670	86%
16	Disaster Relief	182,372	255,190	140%
17	Miscellaneous	156,436	100,257	64%
Total Operating Expenditures		2,191,317	1,807,329	82%
Total Direct Service and Administration		13,201,029	12,493,459	95%
Subcontractor Expenditures				
18	I&A/Case Management/FCSP			
19	ISR/Island County	693,587	683,537	99%
20	San Juan County Senior Services	192,395	185,019	96%
21	Legal Services	54,072	54,072	100%
22	Nutrition			
23	ISR/Island County	266,966	259,499	97%
24	Skagit County	357,972	346,804	97%
25	WCOA/Whatcom and San Juan Counties	657,364	634,574	97%
26	Disaster Relief	1,101,344	906,713	82%
27	Volunteer Services			
28	ISR/Island County	31,858	39,628	124%
29	CASC/Skagit County	35,514	16,756	47%
30	Opportunity Council/Whatcom County	41,987	45,086	107%
31	Long Term Care Ombudsman Program	3,959	3,959	100%
32	Medicaid Transportation Brokerage	3,360,000	3,537,790	105%
33	Family Caregiver Support Project & Respite Services	462,440	477,177	103%
34	Dementia Partnerships Project	64,385	11,610	18%
35	Kinship Caregivers Support Program/Kinship Navigator	112,652	106,759	95%
36	Caregiver Training/Agency Workers Health Insurance	299,800	184,306	61%
37	Chronic Disease Self Management Program	30,000	5,960	20%
38	Health Homes	1,766,549	1,742,873	99%
Total Subcontractor Expenditures		9,532,844	9,242,122	97%
39	Total Expenditures	22,733,873	21,735,581	96%
40	Revenue less Expenditures	362,638	865,826	

NORTHWEST REGIONAL COUNCIL ORGANIZATIONAL CHART



Background

The open positions below are budgeted for in the approved 2022 budget and discussed at the special meeting in March. Due to some major transitions within and without the agency, certain hiring is on hold. We have yet to backfill one of our original BH clinicians, and we have increased capacity in our current Case Aide team due to the transition of a major piece of their work (contracting community caregivers) over to the new state agency, Consumer Directed Washington.

Current Open Positions (in 2022 approved budget)

1. Behavioral Health Clinician
2. Clinical Director
3. Fiscal Manager
4. Long-Term Care Case Management Director
5. Jail Health RN and LPN
6. On-Call Case Manager-Care Coordinator